

LOCAL EDUCATION AGENCY
STRATEGIC LONG RANGE TECHNOLOGY PLAN

PLAN TERM: Begins: _____ Ends: _____

The Applicant Agency*

(Name of Local Education Agency (LEA), i.e. School District, Consortium or Charter School submitting this plan. **If Consortium, list all members in the space below**)

Developing a comprehensive technology plan, based on the educational goals of the school system, will ensure that the most appropriate technologies are effectively infused in your instructional and/or administrative programs. Thorough planning also ensures that all parties have equitable access and achieve the greatest benefit from routine use of educational technology. The comprehensive technology plan should demonstrate clear targets for technology use, spell out desired goals for learners, create visions for future directions, build "buy-in" from stakeholders, and demonstrate to those who might provide funding that a district or charter holder is ready to act.

School Districts, Consortia or Charter Schools (LEAs) who apply for technology funding through any Federal grant program, are required to have developed a comprehensive, three-year to five-year plan, which outlines how the agency intends to utilize and integrate educational technology.

The applying agency (check all that apply)

_____ is compliant with the provisions of the Children's Internet Protection Act (CIPA).

_____ will be CIPA compliant by this date. _____

_____ has applied for E-Rate Funding for FY 2004.

The LEA's comprehensive technology plan must be approved by the local governing board(s).
(The plan must be approved by the local governing board before funds will be released.)

Date the plan was approved: _____

OR

Date the plan is to be submitted for board approval: _____

Certified by:

Signature of Authorized School System Agent (signed in blue ink) Date of Signature

Printed Name and Title

LEA Profile

This information should provide a “snapshot” of your district and help planners and reviewers to understand areas of need.

LEA Profile	
LEA NAME:	
CTDS:	
NUMBER OF SCHOOLS IN LEA	
NUMBER OF TEACHERS	
NUMBER OF STUDENTS ENROLLED	
PERCENT OF STUDENTS ELIGIBLE FOR FREE/REDUCED LUNCH	
TITLE I POVERTY LEVEL	
TEACHER / STUDENT RATIO	
STUDENT / COMPUTER RATIO	
NUMBER OF SCHOOLS IDENTIFIED AS EXCELLING	
NUMBER OF SCHOOLS IDENTIFIED AS IMPROVING	
NUMBER OF SCHOOLS IDENTIFIED AS MAINTAINING PERFORMANCE	
NUMBER OF SCHOOLS IDENTIFIED AS UNDERPERFORMING	
BASED ON CENSUS TRACT INFORMATION, IS YOUR ENTITY RURAL OR URBAN	

District Technology Coordinator/Contact

Name:	Telephone #:
School District:	Fax #:
Address:	E-mail:

VISION AND MISSION STATEMENTS

Vision Statement

A vision statement expresses thoughts about what the LEA's future educational environment should look like. It should be written in broad terms and guide the development of the technology plan.

Mission Statement

A mission statement is a brief, general description of the LEA's plans for promoting the effective use of technology to improve student performance. The mission statement describes the step, in broad terms, that will need to be taken in order to achieve the LEA's vision.

TECHNOLOGY COMMITTEE

The Technology Committee should represent all stakeholders. Development of the technology plan and implementation of the plan should enable parents, educators, students and community members to benefit from the investment in technology and all should have representation on the committee.

LEA Technology Committee		
Member	Title	Constituency Represented

Long-term role of the Committee:

Write a description of the technology committee's role in developing, implementing, and evaluating the technology plan. This description should include how committee members were selected, and the role each is expected to play. Tentative plans for scheduling meetings for the next school year should also be included.

NEEDS ASSESSMENT

In this section you are to assess your LEA's current technology status in four categories: curriculum integration, professional development, equitable use of technology, and infrastructure and telecommunications services. Use the questions listed beneath each category to guide the assessment.

1. Describe student and programmatic needs that the agency plans to address through educational technology.

a. Curriculum Integration

Things to consider when evaluating your needs: The current curriculum strengths and weaknesses and the process used to determine these strengths and weaknesses, how student activities are being aligned to meet state standards, the current procedures for using technology to address any perceived curriculum weaknesses, how teachers integrate technology into their lesson - including ways technology is presently used for entire classroom and for small group instruction, and how students use technology -including ways students presently use technology for purposes beyond practice of skills.

b. Professional Development

Things to consider when evaluating your needs: The process the LEA uses for assessing the technology professional development needs of teachers, administrators, and non-certified staff; the technology professional development activities that have been offered to teachers; and how will teachers be assessed to determine the effectiveness of the professional development activities.

c. Equitable Use of Technology

Things to consider when evaluating your needs: The availability of technology to students and staff in the district -- include in your description the types of assistive technology tools that are provided for students with disabilities where necessary/applicable. How much time is available for use of technology by students and staff?

The following matrix may be used to determine the extent technology is available to students and staff

	Few, if any have access	Access primarily in teacher work areas, offices, libraries, or computer labs	User has access to computer for individual use in classroom or office
Administrators			
Teachers (academic)			
Teachers (vocational)			
Teachers (exceptional education)			
Teachers (electives)			
Students			
Students with disabilities			
Non-certified staff			

d. Describe the Infrastructure and Telecommunication needs.

Things to consider when evaluating your needs: the technology infrastructure of each school or a typical school in your district --explaining the type of data and video networking and Internet access that is available, the effectiveness of the present infrastructure and telecommunication services that have been provided by the district, and how E-Rate has allowed the district to improve or increase its technology infrastructure.

e. Describe the administrative needs that the agency plans to address through technology.

Things to consider when evaluating your needs: How administrative (certified and classified) staff use technology to include accessing data for decision making, SAIS reporting, communication tools, information gathering, and record keeping. Also include the professional development opportunities that are available to administrative staff.

PLAN IMPLEMENTATION

LEA Technology Goals and Strategies

The goals listed below are the State Goals as identified in the State Technology Plan. The LEA technology plan should be aligned to the State Plan. The LEA may include any additional goals that apply to their technology plan.

1. **Goal:** Improve student academic achievement through the use of technology in elementary and secondary schools with a target of fully integrating technology into the academic curriculum by December 2006.

District Objectives for Goal 1:

- 1.
- 2.

Items that need to be addressed:

- Describe how the LEA will ensure all students have educational opportunities to achieve academic success through proven strategies of researched based successful practices.
- Describe how the LEA will meet the Technology Education Standards of the Arizona Academic Standards.
- Describe how the LEA will support innovative practices that lead to increased student achievement especially supporting the AZ Reads Initiative.
- Describe how the LEA will provide resources that reflect scientifically based research and best practices focused on improving student achievement.
- Describe how the LEA will encourage the development and utilization of innovative strategies for the delivery of specialized or rigorous academic courses and curricula through the use of technology. Include any plans to promote technology-based distance learning opportunities to meet the educational needs of those who have limited access to such courses and curricula due to geographical isolation or insufficient resources.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline (Task % Done /Year)</u>

2. **Goal:** Ensure that quality teachers, staff, and administrators are involved in Arizona educational institutions and that they are proficient in the use and integration of technology through professional development activities.

District Objectives for Goal 2:

- 1.
- 2.

Items that need to be addressed:

- At least 25% of federal funds will be allocated to professional development.
- Describe how the LEA will provide all teachers, staff, principals, administrators, and school library personnel incentives to become technologically competent.
- Describe how the LEA will provide specific research-based professional development opportunities to all staff.
- Describe how the LEA will utilize a competency self-assessment instrument, such as MyCompass, that includes recommendations for professional development.
- Describe how the LEA will provide specific professional development opportunities to all staff that provides background on the research connecting student achievement and the use of technology.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline (Task % Done /Year)</u>

- 3. Goal:** Ensure that all K-12 educational institutions have the capacity, infrastructure, staffing, and equipment to meet academic and business needs for effective and efficient operations.

District Objectives for Goal 3:

- 1.
- 2.

Items that need to be addressed:

- *Describe how the LEA will ensure that all facilities meet minimum standards of technology infrastructure and hardware placement.*
- *Describe how the LEA will ensure continued maintenance and support of existing technology and networking.*
- *Describe the specific provisions the agency intends to make for the interoperability of the technologies. (Interoperability is the capability of the technology to be acquired to function compatibly with technologies that exist or will be acquired in the near future at the local and state level).*

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline (Task % Done /Year)</u>

- 4. Goal:** Ensure that all K-12 institutions will be positively involved in collaboration and partnerships that are supportive of technology use and curricular integration. *(LEAs will be required to publish report cards that provide school performance information to parents. Children in failing or unsafe schools will have the opportunity to attend better public schools.)*

District Objectives for Goal 4:

- 1.
- 2.

Items that need to be addressed:

- Describe how the LEA will make facilities available to the community as appropriate to support life long learning possibly through site councils.
- Describe how the LEA will establish Adult Literacy Connections.
- Describe how the LEA will encourage innovative practices to support equity.
- Describe how LEA will explore the use of technology to create safer school environments without infringing on human rights.
- Describe how the LEA will ensure the effective use of technology to promote parental involvement and increase communication with parents. Include a description of how parents will be informed of the technology being used in their child's education so that parents, outside of school, are able to reinforce the instruction their child receives.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline (Task % Done /Year)</u>

- 5. Goal:** Ensure that all K-12 resources are available for all students, regardless of race, ethnicity, income, geographical location, or disability, so they can become technologically literate by the end of eighth grade and achieve their academic potential.

District Objectives for Goal 5:

- 1.
- 2.

Items that need to be addressed:

- Describe how the LEA will ensure that students with special needs will have those needs addressed through technology.
- Describe how the LEA will encourage innovative practices to support equity.
- Describe how the K-8 LEA will ensure that all students will become technologically literate by the end of eighth grade **or** how the 9-12 LEA will ensure that all students maintain or increase their technology literacy and achieve their academic potential.
- Describe how the LEA will ensure equal access to all students, teachers, staff, and administrators.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline (Task % Done /Year)</u>

- 6. Goal:** Develop a continuous process of evaluation and accountability for the use of educational technology as: a teaching/ and learning tool, a measurement and analysis tool for student achievement, and a fiscal management tool. (*Information technology initiatives will dramatically reduce the data collection burden on state and local officials by seamlessly collecting and disseminating performance information. Increased flexibility will be a core principle incorporated in all legislative proposals.*)

District Objectives for Goal 6:

- 1.
- 2.

Items that need to be addressed:

- Describe how the LEA will evaluate and make changes to this plan on a yearly basis.
- Describe how the LEA will allow students to take on-line tests when available that facilitate their involvement and compilation of results information.
- Describe how the LEA will provide professional development to enable teachers and administrators to use data from state mandated tests productively for students (data driven decision making).
- Describe how the LEA will create or maintain/improve electronic resources to improve service to the state and ensure administrative needs are addressed and solutions developed.
- Describe how the LEA will implement technology initiatives to improve student achievement.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline (Task % Done /Year)</u>

Use the following table to address Element #11, Section 2413 of Title IID legislation and E-Rate program requirements. LEA should strive for seven to eight goals.

Tech Plan Goals	Evaluation Question(s)	Evaluation Strategies	Responsible party/parties	Timeline (Task % Done/Year)	Evaluation Check Points for mid course corrections.

7. **Goal:** Develop a schema of current and future financing requirements to support the LEA's Technology Plan. *(The national strategic plan focuses on performance. It states in unambiguous language the measurable goals and objectives the department intends to achieve. It creates the base of an accountability system for the State and all LEAs, as it works to imbue accountability throughout the nation's education system.)*

Items that need to be addressed:

- Describe how the LEA will meet current and future funding requirements to support plan implementation.
- Describe how the LEA will develop policies and procedures related to maintenance of hardware, software, infrastructure and security.
- Describe how the LEA will meet current and future funding requirements to keep the technology current.

<u>Objective</u>	<u>Strategy</u>	<u>Accountability Measure</u>	<u>Timeline</u> <u>(Task %</u> <u>Done /Year)</u>

STRATEGIES FOR FINANCING TECHNOLOGY

In this section, provide information as to how the LEA will fund the goals, objectives, and strategies detailed in the previous sections in the first table. In the second table, provide information of when the supporting resources will be acquired.

Supporting Resources:

Things to consider:

- *What supporting resources and services do you already have available that effectively leverage and expand your technology investment? Where are the gaps?*
- *What untapped community resources are available that can provide hands-on support of technology-enhanced learning? For example, are there local institutions of higher education that can help investigate alignment of proven practices for technology integration and the methods used at your school or district?*
- *Does your school or district expect and provide the structures that encourage technology and curriculum coordinators to plan together so that software, services, and resource acquisition link directly to current curriculum priorities? Are there particular supporting resources that can assist in this sort of ongoing collaboration?*

Source	Amount	Period Available	Status	Purpose and Restrictions

Use the following table to address Element #12, Section 2413 of Title IID legislation. Describe the supporting resources for the technologies to be acquired that the agency plans to use during each year of the plan.

	Year 1	Year 2	Year 3
Connectivity			
Hardware			
Software			

Interoperability			
Curriculum Integration			
Evaluation			
Professional Development			
Technical Assistance			
Support Systems			
Software/Courseware			
Training/Conferences			

YEAR

ACCOUNTABILITY AND EVIDENCE OF ACCOMPLISHMENTS

List the people and activities developed to monitor progress and accountability in implementing the technology plan.

Things to consider:

- *What set of evaluation questions will most effectively yield answers to whether and how your district needs were addressed through funding provided by the grant?*
- *What evaluation strategies (e.g., interviews, questionnaires, classroom observations, teacher-driven action research projects, analysis of student products or scores) will most effectively provide the data needed to address your evaluation questions?*
- *When addressing accountability measures, what is the quality, reach, and impact of your project's work?*

COORDINATION AND ALIGNMENT OF LOCAL FUNDS

In this section, describe how your district/charter coordinates or aligns the other federal, state and local funds and with district/charter consolidated plans and/or individual schools' School Improvement Plans.

TECHNOLOGY PLAN RESOURCES

Websites in Support of Arizona's Technology Plan and Resources to Assist with Completing a Technology Plan

Arizona Department of Education, Technology Support

<http://www.ade.az.gov/technology/>

Research based results to be shared during the course of the plan's implementation

<http://www.ed.gov/nclb/research/>

RTC tech planning and support

http://www.sansimon.k12.az.us/tech_info.htm

Regional Training Centers

<http://www.ade.state.az.us/rtc/>

Arizona Department of Education, Technology Curriculum

http://www.ade.state.az.us/state_tests_acad_stds.asp

Nov 26, 2001 Accountability Program

<http://www.ade.state.az.us/services/pio/press-releases/2001/pr11-26-01.asp>

March 7, 2002 Accountability Report

<http://www.ade.state.az.us/services/pio/press-releases/2002/pr3-07-02.asp>

Arizona School Facilities Board (standards for infrastructure, hardware and software)

http://www.sfb.state.az.us/sfbmain/core_home.asp

Arizona Education and Technology Alliance (professional association)

<http://www.aztea.org>

Arizona Educational Media Association (professional association)

Arizona Association of School Business Officials

<http://www.asbointl.org/>

Arizona K-12 Center Administrative Grant

http://www.sfb.state.az.us/sfb/sfbdoc/announcements/AzK12_brochure.pdf

COPI reference to support for mentor model

<http://www.seattleschools.org/area/it/studies.xml>

Evaluation and Research of Educational Technology -

<http://www.ed.gov/technology/evaluation.html>

South East Initiatives Regional Technology in Education Consortium

<http://www.seirtec.org/>

ISTE International Society for Technology in Education

<http://www.iste.org>

NOTE: For information on developing an acceptable use policy, visit

http://www.netc.org/tech_plans/aup.html